

**Community Education & Recreation
Joint Powers Board
March 30, 2016**

Members Present: Dave Baumgart, Sally Calvin, Scott Guptill, Allen Huselid, Carol Laumer, Audrey Nelsen, Pablo Obregon, Rachel Skretvedt, Darin Strand

Staff Present: Steve Brisendine, Rob Baumgarn, Casey Hagert, Ryan Harper, Scott Ledebouer, Tammy Rudningen, Becky Sorenson, Jena Tollefson, Pam Vruwink

Guests: Nancy Lohn – West Central Builders Assn
Richard Engan & Andy Engan – Engan Associates
Stewart Crosby – SRF Consulting
Sean Christianson – Willmar City Engineer

The meeting was called to order by Vice Chair Rachel Skretvedt. Rachel announced the first item on the agenda was the request for a liquor permit. **Nancy Lohn from West Central Builders was present to explain their request, saying the liquor would be served to the vendors after the show was done (would not be available to the general public). Scott Guptill made a motion to approve the request, Dave Baumgart seconded and motion carried.**

Steve Brisendine brought up the next item on the agenda – Rice Park and introduced Stewart Crosby from SRF Consulting. Mr. Crosby clarified the Rice Park proposal and suggested improvements, stating that SRF will be the lead in the project and Engan Associates is the sub-consultant. SRF has expertise in the splash pad and supporting structures and Engan will handle shelter plans.

It was stated that the \$706,000 approved by the City Council would cover the new shelter and splash pad with cement patio/walkways along with removal of the wading pool and existing basketball court. The remainder of the park would stay the same until future resources are available to make further enhancements.

Design development is the next phase. SRF will work with the City and splash pad vendors. Staff has already contacted two different vendors. Mr. Crosby stated that both companies have good references. The design of the splash pad and patio area must be refined. SRF would provide the necessary information to vendors so they can submit bids. SRF would also provide assistance in the permitting processes. During the bidding process, questions will arise that SRF will answer. Once bids have been submitted, SRF will verify the qualifications of the low bid company. SRF will be in Willmar once a week during the whole process for construction meetings. Mr. Crosby stated that he is a landscape specialist and not a specialist as Engan is in plumbing, etc.

**Community Education & Recreation
Joint Powers Board
March 30, 2016, page 2**

Richard Engan talked about the process and why two firms were needed. He stated the first step is to decide exactly what is wanted with regard to shelter specifications. Engan works with a group of engineers specializing in various forms.

Carol Laumer asked about the master plan. Stewart Crosby stated the master plan was a road map with ideas about all the parks. The Rice Park proposal is a more specific plan as a starting point.

Rachel Skretvedt asked if SRF is the onsite construction manager. Richard Engan stated that Engan Associates is working under SRF.

Audrey Nelson wants Rice Park to be the first good step in the park plan, does not want us to short change the plan. She stated that we have one chance to get it right. She also thinks that we need to have a donation process in place. She believes that there are many people or businesses who would donate if they knew their money was being set aside for park improvements.

Pablo Obregon asked how we should go about getting the extra for Rice Park (estimated cost for all the Rice Park improvements is \$1.5 million and we only have \$706,000 to spend at this time). Steve said that when the \$706,000 was approved for park expenditures, it was put into a CIP for park improvements and it was decided to put all that into Rice. He stated that Robbins Island was also high on the priority list but, since the cost to enhance Robbins Island was approximately \$8 million, the thought was to start with Rice. Steve stated that we are still working on the regional park designation for the Island and that, if we receive that designation, there would be grants we could apply for.

It was stated that we want the first shelter to set the standard for the remaining parks. Darin Strand asked what the price difference would be in an open shelter versus a three season shelter. Richard Engan stated he could not give a realistic answer at this time saying everything depends on size and amenities. He felt there would not be a significant price difference due to the fact that either style shelter would need the same footings, etc. The main increase would be in insulation and window costs.

Allen Huselid asked if the greatest items that SRF and Engan needs to focus on is getting answers to the questions the City Council asked. Audrey Nelsen spoke about the concerns of the City Council that she has experienced. Steve responded that there have been no decisions made with Rice Park plans and that what was presented to the Council were suggestions and ideas only.

Rachel Skretvedt asked what the next step is if the City Council agrees at the next meeting. She questioned who would be the contact group that SFR and Engan works with. Steve stated that he feels the Joint Powers Board should be the main contact.

Sean Christianson said the Master Plan is a conceptual plan, not a firm design.

**Community Education & Recreation
Joint Powers Board
March 30, 2016, page 3**

Pablo Obregon stated that even though we may have differences of opinion on how to do this project, he is glad we are all on the same page regarding the park plan going forward with one voice.

Allen Huselid asked about the contract with SRF for the splash pad, concrete patio and shelter. If it is decided later on to add additional amenities such as basketball courts, etc. would a new contract be needed? Mr. Crosby responded that an extension could be added to the existing contract.

Stewart Crosby and Richard Engan will be present at the next City Council meeting to present the Master Plan and explain the purpose of the plan, stating that we now want to implement some of the master plan. Steve stated he is hopeful that the Council will move forward with the plan once they have listened to SRF and Engan's answers at Monday's meeting.

Rachel Skretvedt stated that the Council wants details that we hadn't determined. Audrey Nelson said that a statement had been made that this is the plan which has already been decided.

A motion was made by Allen Huselid that the Joint Powers Board supports the professional services agreement with SRF as presented to the Joint Powers Board. The motion was seconded by Pablo Obregon. Motion passed.

Steve Brisendine announced that Abdirahman Ibrahim has resigned his position on the Board so we now have another City spot open. He asked everyone to keep that in mind and let him know of anyone they know of who may be interested.

Staff and Board updates: Casey Hagert spoke about the Bike Open House next week, Thursday, April 7 at the City Auditorium from 5-7 pm. Carol Laumer stated that she is glad a bike trail has been added to Lakeland Drive. She also asked about the Facility Study. Sean Christianson said that the report is still being compiled and includes projects at City Hall and the Community Center such as door replacement, etc. He is hopeful that the report will be completed in May.

Rachel Skretvedt said she had attended the Community Engagement get together at the Community Center and that Darlene Schroeder had contacted her about having someone from the Joint Powers Board agreeing to serve on the Community Center Council.

Steve talked about dogs in the parks. Now that the snow is gone, it is noticeable that dogs have enjoyed the parks a great deal. He is working on getting signs to put in the parks regarding dogs and stated that a new sign is being posted for Jefferson playground stating no dogs. He also talked about the possibility of getting some more disposal units installed in the various parks such as the dog park has. Audrey mentioned there is discussion to increase the cost of dog licenses and that part of the extra money could go to park expenses with regards to dogs.

Community Education & Recreation
Joint Powers Board
March 30, 2016, page 4

Clean up day at the Dog Park is April 19. It was suggested to have clean up days at other parks.

Scott Guptill asked to be updated about Arena matters, specifically the Junior Hockey team. Steve stated that there have been discussions and an agreement has been submitted which will be on the City Council agenda. Steve feels it is a good thing for Willmar to have a junior hockey league team. The lease agreement for the 2016-17 year is in our hands. There would be 22 home games, Friday and Saturday nights in the Cardinal Arena with practices during the weekday. Steve believes there should be no conflicts. He said it was confidential up until 10 days ago which is why nothing was mentioned earlier.

Rachel Skretvedt asked if the Arena was up to handling the additional ice usage due to problems experienced earlier this year. Steve responded that he had told the group that our facility is what it is. The locker rooms and office space will work for them. 2018 is the proposed date for refrigeration replacement. Steve believes that the lease price being paid will cover additional costs of ice, lights, etc. Scott Guptill said that the Curling Club is glad to see more hockey and supports the Junior Hockey program. Allen Huselid asked what the length of time was for the lease. Steve stated it is for one year.

The next Joint Powers Board meeting will be April 22. As there was no further business, Darin Strand adjourned the meeting.